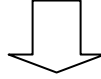


VARIANCE PERMIT

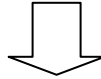
SUBMITTAL OF APPLICATION

Application, site plan and fees submitted to Planning and Zoning.



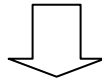
STAFF REVIEW

Planning and Zoning Staff will review the proposed request. If additional information is needed, staff will contact applicant. Staff completes parcel file research, determines adjacent property owners and makes necessary copies for distribution to neighbors seven days prior to Hearing. Inspector posts NOTICE on property. Legal AD to newspapers for publication seven (7) days prior to hearing.



HEARING

A Public Hearing is held before the Board of Adjustment and Appeals Committee. The Board of Adjustment and Appeals Committee determines approval or denial.



DECISION TO APPLICANT

A decision letter is sent to the applicant. An appeal to the Board of Adjustment's decision must be submitted (if denied) within thirty (30) days of the decision, and must be made to the Superior Court.